

MOHAMMED ABDULNABI HASAN

FRESH LAW GRADUATED

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OBJECTIVE

Recent university graduate with a passion to work in a professional job where I can utilize my field of study and work experience to enable me to grow intellectually and morally

EDUCATION

Holding a bachelor's in law from University of Bahrain **graduate date** Feb 2024: **GPA 3.02 OF4**

SKILLS & ABILITIES

- Wide knowledge in ,insurance law, employment law, commercial law, civil law
- Experience in credit cards and loans system and wide knowledge in using power card system
- Experience in using Windows Programs MS Word, Excel, PowerPoint...
- Ability to work under extreme pressure with tight timeframes
- Rich experience in customer service
- Ability to work on a shift-based jobs both morning and night shifts

EXPERIENCE

2020-2022 **customer service ,Gulf cx**

- Worked in 4 projects, type of work sales and provide assistance to customer
- handle and executed customer questions
- resolving issues facing the customer
- recommend other options for customer to purchase

2023-2024 (2 month) **Trainee,Daman Law firm**

- Gained experience in undertaking legal regulations, letters
- Attending Court Or Tribunal appointments
- Answering the phone, filling documents and other administrative duties
- Meeting and greeting clients

2022-2023 **Marketer, Brand wave company**

- Promote for a new application and arrange meetings with business owners

2023-2024 **customer service representatives,Silah,Bahrain credit(loans,credit card)**

- Processed loans and credit card applications
- Reviewing the needed documents to make sure the customer has sent all the required details to proceed with his application handled any credit card issue
- Stopping customer card when fraud attempts on his card or when card has been lost
- went thru different inquiries about statements and any questions customer had about his account whether loan or credit card or debit card